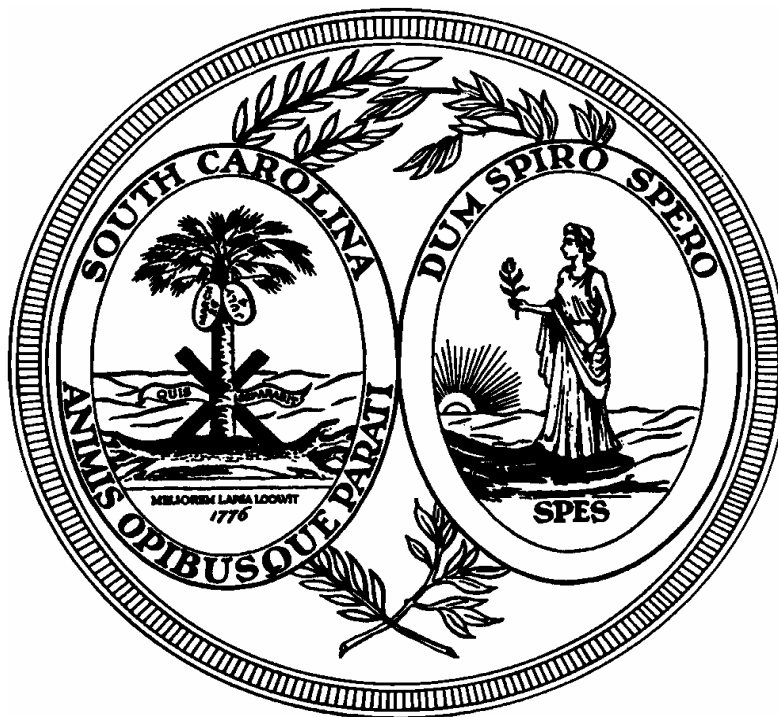


SOUTH CAROLINA

WEATHERIZATION ASSISTANCE PROGRAM

PY 2008

STATE PLAN



MARK SANFORD
GOVERNOR

ANNUAL FILE
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(1) OVERVIEW

The Weatherization Assistance Program (WAP) was established under Title IV of the Energy Conservation and Production Act and amended by the National Energy Conservation Policy Act, the Energy Security Act, the Human Services Reauthorization Act of 1984, and the State Energy Efficiency Programs Improvement Act of 1990. The program is administered and funded at the federal level by the U.S. Department of Energy (DOE).

The DOE WAP Plan for South Carolina is based on the rules contained within 10 CFR Part 440; 10 CFR Part 600; and all subsequent guidances contained in DOE Weatherization Program Notices (WPN). It is the responsibility of the subgrantee to know and be familiar with these rules and guidances. All DOE rules and guidances can be found on the web at www.waptac.org

The South Carolina Governor's Office – Office of Economic Opportunity (OEO) is the State's administering authority for the Weatherization Assistance Program (WAP). Nine local community action agencies will contract with the OEO during Program Year (PY) 2008 to provide weatherization assistance in each of South Carolina's forty-six counties.

This program is designed to assist low-income households in reducing their fuel costs and to contribute to national energy conservation through increased energy efficiency and consumer education. Weatherization measures provided by this program will reduce heat loss and energy costs by improving the thermal efficiency of dwelling units occupied by low-income households.

In addition to DOE funds, fifteen percent (15%) of the State's Low-Income Home Energy Assistance Program (LIHEAP) block grant from the U.S. Department of Health and Human Services (HHS) is used for weatherization assistance.

PY 2008 WAP - NEW CHANGES

- The DOE new adjusted average expenditure limit for WAP PY 2008 is \$2,966.
- Hot Climate Whole House Weatherization practices will be fully implemented for both site-built dwellings and mobile homes in PY 2008.

A. FUNDING

A.1 General Funding

For planning purposes, the funding is based on the same level as the 2006 funding level. The DOE allocation for PY 2008 is \$1,767,384.

A.2 Federally Appropriated Funds

The State is planning on expending all DOE weatherization funds by the end of the program year.

A.3 Adjusted Average

The adjusted average of \$2,966 will be in use for program year 2008.

A.4 Funds for Administrative Purposes

The State uses 10% for administration - 3% for the State and 7% for use by subgrantees. Subgrantees receiving less than \$350,000 will be allowed to use an additional 5% for administration.

A.5 Petroleum Violation Escrow (PVE) Funds

Not applicable. The State does not have PVE funds available for weatherization.

A.6 Program Income

DOE defines program income as any funds earned by grantees and/or subgrantees from non-Federal sources during the course of performing DOE Weatherization work. The income generated must be used to complete additional dwelling units in accordance with DOE rules. Refer to DOE Financial Assistance Rule, 10 CFR 600, Subpart B Section 600.124 and Subpart C, Section 600.225.

A.7 Leveraged Resources

The State will not be utilizing DOE funds to administer leveraged resources.

A.8 Training and Technical Assistance (T&TA)

The State will use the DOE T&TA funds to provide training and technical assistance to subgrantees and to monitor subgrantees.

B. GRANT APPLICATION

B.1 General

The State will be holding two meetings: one at the beginning of the planning process, as well as the formal and required public hearing on the completed Plan.

B.2 Intergovernmental Review

The South Carolina State Clearinghouse does not require an intergovernmental review on CFDA #: 81.042.

B.3 Application Package

- The State will comply with E-Gov requirements as prescribed by DOE.
- The State is maintaining Master file information on site.
- The State does not use funds for Low-Cost/No-Cost. The State will use Priority Lists for both single-family and mobile homes. NEAT and MHEA energy audits will be used to determine whether the heating system can be replaced or not.
- The State will revise the budget to include carryover prior to June 30, 2008.
- The Congressional Districts served by the various subgrantees are included in this plan.
- The production, as required by DOE, is included in this plan. There are no downsizing efforts this program year.
- The potential energy savings is included in this plan.

- The Training and Technical Assistance Plan and the Monitoring Plan are combined into one plan. A house may be reweatherized if it was previously weatherized prior to September 30, 1993.
- The annual application includes only DOE funds. The weatherization program is exempt from the Davis-Bacon Act (wage rate requirements).
- Subgrantees do not use DOE funds for leveraging purposes. Electric base load measures are included in the Priority Measures as determined by NEAT and MHEA audits.
- A list of the Policy Advisory Committee members is included in this plan.

B.4 Public Hearing

The State conducts a public hearing in compliance with DOE requirements.

B.5 Budget

The State will fully utilize DOE funding in this year's funding to maximize the opportunity of meeting the Weatherization mission.

B.6 Liability Insurance

The State requires subgrantees and contractors to maintain adequate liability insurance, workers' compensation insurance, and pollution occurrence insurance.

B.7 Financial Audits

South Carolina requires an annual single audit, as required by OMB Circular A-133. Program operations and cost effectiveness are included in the audit report. Prior year single audits for each subgrantee are desk reviewed within six months of submission as required by the OEO Fiscal Manual.

C. TRAINING AND TECHNICAL ASSISTANCE (T&TA) PLAN

C.1 Basic

T&TA activities are intended to maintain or increase the efficiency, quality and effectiveness of the Weatherization Program at all levels.

- The State assesses the training needs of its subgrantees through monitoring visits.
- The State will provide training on the National Energy Audit (NEAT) and Mobile Home Audit (MHEA) as a follow-up to the Hot Climate Whole House Weatherization trainings that were provided during PY 2006 and PY 2007. Also, subgrantees will be participating in the DOE southeast regional conference. Attendance will be limited to a core group for some of the trainings, while attendance of all WAP coordinators will be mandated for other trainings.
- New employees should not begin working in the field until training is provided. Training will include:
 - a. Conventional health and safety issues such as heavy lifting, safe ladder usage, electrical safety, power tools, other work practices, and conditions encountered in the weatherization program.
 - b. Use, maintenance, and importance of protective equipment such as eye and ear protection, respirator, and gloves.
 - c. Proper usage of hazardous chemicals and substances such as foams, sealants, and cleaners in the weatherization work environment.
 - d. The Material Safety Data Sheets (MSDS) provided by suppliers describe the method to properly handle potentially hazardous materials. Inform employees where the MSDS are located, how to understand their content, and how to obtain and use appropriate hazard information.
- The State monitors subgrantee productivity through information provided on quarterly reports and monitoring reports. If a subgrantee falls consistently and considerably below their goal projections, OEO reserves the right to redistribute their unexpended funds.

C.2 Client Education

Client education activities are encouraged. Subgrantees have been trained on client education techniques and opportunities. This training is reinforced during field monitoring visits as our monitors are trained to speak with clients about various energy saving (and some non-energy saving) steps that they can take such as changing filters once a month, using compact fluorescent lights, responsible management of their thermostats, water heater temperature usage and settings, combustion appliance safety, moisture control, and lead safety. Subgrantees are required to distribute lead (when potential for hazard exists), combustion appliance safety (when present), and mold and moisture awareness pamphlets to clients prior to weatherization.

C.3 Program Evaluation

Implementation of the evaluation awaits final approval from the Office of Energy Efficiency and Renewable Energy. The State is to be notified by DOE of the implementation schedule and the responsibilities through a Program Notice.

D. GRANTEE PROGRAM OVERSIGHT (Program Monitoring)

D.1 Role

The subgrantees will be routinely monitored to determine compliance with program standards and to increase program quality and efficiency. On-site monitoring of subgrantees will be done to identify methods, deficiencies, and successes in program operations and to assess technical assistance needs to develop appropriate training courses. Inspection of completed dwelling units is done to monitor prioritization of weatherization measures, job costs, quality of workmanship and material standards so that the work completed is reflected in the job files. Inspection of warehouse and review of materials inventory are completed to insure adequate space and security at reasonable costs for the material inventory. Also, material inventory and condition of materials are verified. The OEO reviews monthly subgrantee reports (Recap and Household) to determine if subgrantee is meeting its goals and expenditures in compliance with expenditure schedules. Program and fiscal monitoring will be used to determine the program and operational effectiveness of subgrantees.

D.2 Monitoring Visit Report

Within 30 days after each visit, the State will prepare a written report on its findings and send it to the subgrantee for corrective action, if applicable.

D.3 Tracking

The OEO may, by giving reasonable written notice specifying the effective date, terminate this grant in whole or in part for cause, which shall include:

Failure, for any reason, of the subgrantee to fulfill in a timely and proper manner its obligation under this grant including compliance with the approved work program and attached conditions, and such statutes, executive orders, and DOE and/or OEO directives as may become generally applicable at any time;

- Late submission by the subgrantee to the OEO of DOE reports that are incorrect or incomplete;
- Ineffective or improper use of funds provided under this grant; and
- Suspension or termination by DOE of the grant to the state under which this grant is made, or the portion thereof delegated by this grant. The state may also assign and transfer this grant as required by DOE directives. If the subgrantee is unable or unwilling to comply with the terms of this grant or with additional conditions as may be lawfully applied by DOE to the grant, or the state, the subgrantee may terminate the grant by giving fifteen (15) days written notice to the state signifying the effective date thereof. Furthermore, the residual assets and property purchased by the subgrantee under this grant shall be transferred at the discretion of the state to an organization which is exempt from Federal income tax as an organization described in Section 501 (c)(3) of the Internal Revenue Code (1954) or to the appropriate federal, state or local government for exclusively public purposes. In such event, the state shall require the subgrantee to ensure that adequate arrangements have been made for the transfer of all property and finished or unfinished documents, data, studies, and reports purchased by the Grantee under this grant. The subgrantee shall be entitled to compensation for any unreimbursed expenses reasonably and necessarily incurred in satisfactory

performance of the grant. Notwithstanding the above, the subgrantee shall not be relieved of liability to the state for damages sustained by the state by virtue of any reimbursement to the subgrantee for the purpose of set-off until such time as the exact amount of damages due the state is determined.

D.4 Analysis

All subgrantees must develop and maintain fiscal and accounting procedures, which conform to both federal and state policy for grants administration. Subgrantees also submit monthly Financial Status Reports. In addition, subgrantees are governed by OMB A-122 for non-profit organizations, which sets forth principles for determining allowable costs of programs under grants, contracts, and cooperative agreements with the federal government.

The state of South Carolina has established fiscal controls and fund accounting procedures to assure the proper disbursement of all federal funds received by the state. Additionally, the state has established procedures for monitoring the utilization of such funds by project operators.

The controls and procedures to be implemented is as follows:

- The State will follow the established fiscal policies and procedures mandated by state law. To accomplish this, the State will coordinate these policies with various other branches of state government, including but not limited to the Budget and Control Board, the Office of the Comptroller General, the General Services Division, the state Treasurer's Office, the state Auditor and other units of the Governor's Office. Financial areas addressed in these procedures consist of fiscal management controls, the accounting system, fund controls, personnel and payroll management, property management, procurement, and the disbursement of funds.
- The financial standards set forth by the state establish an adequate accounting system with appropriate internal controls which will safeguard assets, check the accuracy and reliability of accounting data, promote operating efficiency and encourage compliance with prescribed management policies.

E. POLICY, PROGRAM GUIDANCE, AND REGULATORY CHANGES

E.1 Temporary Disqualification of Certain Newly Legalized Aliens from Receipt of Weatherization Benefits

The Immigration and Nationality Act made certain aliens legalized under the Immigration and Control Act of 1986 temporarily ineligible for weatherization assistance. The provisions of this law have expired. The only potential implications are those cases that were open while this law was in effect. Local agencies that are charitable and nonprofit are exempt from implementing new status verification requirements for nonqualified aliens. However, local government agencies must conduct status verification when serving nonqualified aliens.

E.2 Multi-Family Eligibility

There is no separate priority list for multi-family dwellings. Eligible multi-family structures (that is, those with at least 66% eligible households) are extremely rare in South Carolina to the point that the development of a separate list of priority measures, and then the training needed for those measures, is not yet necessary or cost-justifiable.

E.3 Procurement of Building Insulation Products and Materials Containing Recovered Materials

The State will assure that each subgrantee that purchases certain designated items, such items must be composed of the highest percentage of recovered materials practical according to the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 (RCRA).

E.4 Rental Requirements

The state of South Carolina has established policy to ensure that when subgrantees weatherize rental units, financial eligibility is determined and written permission of the owner or his agent is obtained. In multiple unit buildings, the state ensures that 66 percent of the building (50 percent in the case of duplexes or quadruplexes) are eligible units. The state's policy also ensures that the benefits of weatherization accrue primarily to the tenant, including units where the tenants pay for their energy

through their rent. The state recognizes that it may weatherize shelters under conditions set forth in 440.22.

State policy for rental units states that for a reasonable period of time, not less than twelve months, the tenant will not be subjected to rent increases unless those increases can be demonstrated to be related matter and conditions other than the weatherization measures performed. State policy also provides an avenue for complaint in such matters. Tenants and landlords are informed in writing that no undue or excessive enhancement shall be provided to the rental unit or building by weatherization assistance.

E.5 Energy Audit Criteria

South Carolina is approved to utilize Priority Measures for single-family and mobile homes which are listed below. The Priority Measures were developed by D&R International based on the National Energy Audit (NEAT) and Mobile Home Energy Audit (MHEA). NEAT and MHEA will be used to determine whether or not the heating system warrants replacing.

Single-Family Homes

#1 Air Sealing
#2 Attic Insulation
#3 Dense-Pack Sidewall Insulation
#4 Smart Thermostat
#5 Compact Fluorescent Lamps (CFLs)
#6 Seal and Insulate Ducts
#7 Floor Insulation
#8 Refrigerator Replacement

Mobile Homes

#1 Duct Sealing
#2 Roof-Cavity Insulation w/associated air sealing
#3 Floor Insulation with associated air sealing
#4 Water-Heating Package
#5 Base-Load Electricity Reduction
#6 Air-Sealing - Building Shell

E.6 Use of Weatherization Funds for Renewable Energy Systems

Not applicable.

E.7 Disaster Relief

Disaster relief services are only available to qualified low-income households directly affected by the declared disaster. Local agencies may re-prioritize service requests from these households so that timely weatherization and reweatherization services can be provided. Dwellings may only be provided repairs or weatherization services that are not paid for by insurance. The burden of proof of what is and is not covered by insurance is put on the policy holder. The detailed disaster relief plan is located in the Master file.

E.8 Energy Crisis Relief

Not applicable.

E.9 Determining Eligibility Levels and Defining Income

The State will use 150 percent of poverty as the income eligibility level.

E.10 Determining Priority Service

The State will use the terms “High Residential Energy User” and “Household with a High Energy Burden.”

E.11 Fuel Switching

DOE does not permit the general practice of fuel switching when replacing furnace and appliances. DOE does allow the changing or converting of a furnace/appliance using one fuel source to another on a limited, case-by-case basis only.

E.12 Energy-Related Health and Safety

The Health and Safety Plan is included in the Master File and not included in this Annual File. There are no changes in the Health and Safety Plan.

E.13 Lead Paint Hazard

There are no changes in the lead based paint policy which is maintained in the Master file. Note: DOE will require in PY 2009 that areas near doors and windows where Weatherization and lead safe weatherization is performed in households with children under the age of six must meet certain cleanliness standards.

E.14 Energy-Related Mold and Moisture Impacts

Energy-related mold and moisture policies are included in the Master File and not included in this Annual File. There are no changes.

E.15 Reweatherization

Subgrantees are allowed to weatherize homes previously weatherized from September 30, 1993, and earlier. Dwellings weatherized prior to 1993 may not have received the full complement of Weatherization services, including the use of an advanced energy audit or addressing health and safety concerns.

E.16 Vehicle Purchases

The State will allow vehicle purchases with an acquisition price of \$5,000 or more to be spread over the entire life of the vehicle and the number of homes served during that period.

E.17 Policy Advisory Council

The State will maintain the Policy Advisory Council instead of using a State Council.

E.18 Electric Baseload

The State has adopted a whole-house approach which allows weatherization crews to address the comprehensive energy usage of low-income homes, including the building envelope, mechanical systems, electric baseload, indoor air quality, and occupant behavior, as well as the interaction of these components. Crews/contractors will use Priority Measures, NEAT, and MHEA to help evaluate whole-house energy savings opportunities.

E.19 Davis-Bacon Labor Rates

The Weatherization Assistance Program statute contains no Davis-Bacon wage rate requirements and is, therefore, exempt from any provision of the Davis-Bacon Act.

E.20 Administrative Costs

Ten percent (10%) is allowable for administration. The state will allocate seven percent (7%) of this amount to subgrantees and retain the other 3 percent (3%). An additional five percent (5%) will be made available to subgrantees receiving grants of less than \$350,000 of new DOE money.

F. REPORTING

F.1 Reporting Requirements

The State will comply with the financial and program reporting requirements of DOE.

F.2 Reporting DOE Completed Units

The State will report all units to DOE that contain DOE funds. All units weatherized with DOE funds will comply with the DOE definition of a completed unit.

(2) GRANT APPLICATION

APPLICATION FOR FEDERAL ASSISTANCE		2. DATE SUBMITTED	Applicant Identifier									
1. TYPE OF SUBMISSION: Application	Pre-application	3. DATE RECEIVED BY STATE	State Application Identifier									
<input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction	<input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier DE – FA26-008000008									
5. APPLICANT INFORMATION												
Legal Name: South Carolina Governor's Office – Office of Economic Opportunity		Organizational Unit: Department: South Carolina Governor's Office										
Organizational DUNS: 786543020		Division: Office of Economic Opportunity										
Address:		Name and telephone number of person to be contacted on matters involving this application (give area code)										
Street: 1205 Pendleton Stree		Prefix: Mr.	First Name: Paul									
City: Columbia		Middle Name: F.										
County: Richland		Last Name: Younginer										
State: South Carolina	Zip Code: 29201	Suffix:										
Country: United States		Email: pyounginer@oepp.sc.gov										
6. EMPLOYER IDENTIFICATION NUMBER (EIN):		Phone Number (give area code)	Fax Number (give area code)									
<table border="1"> <tr> <td>D</td> <td>1</td> <td>-</td> <td>7</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </table>		D	1	-	7	0	0	0	0	0	(803) 734-0662	(803) 734-0356
D	1	-	7	0	0	0	0	0				
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> </div> Other (specify)		7. TYPE OF APPLICANT: (See back of form for Application Types) A. Other (specify)										
10 CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:		9. NAME OF FEDERAL AGENCY: Department of Energy										
<table border="1"> <tr> <td>8</td> <td>1</td> <td>-</td> <td>0</td> <td>4</td> <td>2</td> </tr> </table> TITLE (Name of Program): Weatherization Assistance Program		8	1	-	0	4	2	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Program Year 2008 Weatherization Formula Grant				
8	1	-	0	4	2							
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc): State of South Carolina – 46 Counties		14. CONGRESSIONAL DISTRICTS OF:										
13. PROPOSED PROJECT		a. Applicant	b. Project									
Start Date: April 1, 2008		6	1, 2, 3, 4, 5, and 6									
Ending Date: March 31, 2009												
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?										
a. Federal	\$1,767,384	a. Yes <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON										
b. Applicant	\$	DATE:										
c. State	\$	b. No <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372										
d. Local	\$	<input checked="" type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW										
e. Other	\$	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?										
f. Program Income	\$	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No										
g. TOTAL	\$1,767,384											
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.												
a. Authorized Representative												
Prefix Ms.	First Name Ashlie	Middle Name										
Last Name Lancaster		Suffix										
b. Title Director - Office of Economic Opportunity		c. Telephone Number (give area code) (803) 734-0662										
d. Signature of Authorized Representative		e. Date Signed										

(3) BUDGET

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. Duns #786543020	2. Program/Project Title Weatherization Assistance for Low-Income Persons	
3. Name and Address State of South Carolina - Office of the Governor Office of Economic Opportunity 1205 Pendleton Street Columbia, South Carolina 29201	4. Program/Project Start Date April 1, 2008	
	5. Completion Date March 31, 2009	

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Federal Catalog No. (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. DOE	81.042	\$0		\$1,767,384		\$1,767,384
2. STATE			\$0		\$0	
3.						
4.						
5. TOTALS		\$0	\$0	\$1,767,384	\$0	\$1,767,384
SECTION B - BUDGET CATEGORIES						
6. Object Class Categories	Grant Program, Function or Activity				Total (5)	
	(1) Grantee Administration	(2) Subgrantee Administration	(3) Grantee T & TA	(4) Subgrantee T & TA		
a. Personnel	\$32,601		\$76,527			\$109,128
b. Fringe Benefits	\$9,489		\$18,896			\$28,385
c. Travel			\$16,500			\$16,500
d. Equipment			\$590			\$590
e. Supplies	\$2,910		\$3,410			\$6,320
f. Contractual	\$4,095	\$189,923	\$3,813	\$45,000		\$242,831
g. Construction	\$0					\$0
h. Other	\$685		\$100			\$785
i. Total Direct Charges	\$49,780	\$189,923	\$119,836	\$45,000		\$404,539
j. Indirect Charges	\$3,241		\$7,348			\$10,589
k. TOTALS	\$53,021	\$189,923	\$127,184	\$45,000		\$415,128
7. Program Income	0	0	0	0		0

BUDGET INFORMATION - Non-Construction Programs

1. Program/Project Identification No. Duns #786543020	2. Program/Project Title Weatherization Assistance for Low-Income Persons
3. Name and Address State of South Carolina - Office of the Governor Office of Economic Opportunity 1205 Pendleton Street Columbia, South Carolina 29201	4. Program/Project Start Date April 1, 2008
	5. Completion Date March 31, 2009

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Federal Catalog No. (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.						\$0
2.						
3.						
4.						
5. TOTALS		\$0	\$0	\$0	\$0	\$1,767,384

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) Program Operations	(2) Health and Safety	(3) Vehicles and Equipment	(4) Liability Insurance	
a. Personnel					\$109,128
b. Fringe Benefits					\$28,385
c. Travel					\$16,500
d. Equipment					\$590
e. Supplies					\$6,320
f. Contractual	\$1,299,234	\$53,022	\$0	\$0	\$1,595,087
g. Construction					\$0
h. Other					\$785
i. Total Direct Charges	\$1,299,234	\$53,022	\$0	\$0	\$1,756,795
j. Indirect Charges					\$10,589
k. TOTALS	\$1,299,234	\$53,022	\$0	\$0	\$1,767,384
7. Program Income	0	0	0	0	0

U.S. DEPARTMENT OF ENERGY
GOLDEN FIELD OFFICE

BUDGET EXPLANATION FOR FORMULA GRANTS

Provide detailed information to support each Cost Category using this form. Cost breakdown estimates may be entered on this form or attach a breakdown of costs using your own format as Attachment A.

1. **PERSONNEL** – Prime Applicant only (all other participant costs must be listed on 6. below and form DOE F 4600.4, Section B. Line 6.f. Contracts and Sub Grants.

- a. Identify, by title, each position to be supported under the proposed award.

Position	Percentage of Time
Director	5.23%
Senior Manager for Weatherization	100%
Program Assistant	7%
Program Coordinator	100%
Auditor II	7%
Senior Manager for Fiscal Services	7%
Fiscal Analyst II	7.5%
Business Manager	12.5%

- b. Briefly specify the duties of professionals to be compensated under this project.

DIRECTOR:

Responsible for the overall management of OEO grant programs and staff.

SENIOR MANAGER FOR WEATHERIZATION:

Under supervision of the Director, manages the development and coordination of the WAP State Plan, including development of procedures and objectives for program, as well as implementing program procedures in accordance with federal and state regulations and guidelines. Supervises staff whose duties include monitoring and specialized training and technical assistance. Serves as program liaison.

PROGRAM ASSISTANT:

Under supervision of the Senior Manager for Weatherization, performs duties generally governed by broad instructions, completing special projects for Weatherization. Comprehends Weatherization Programs and disseminates accurate program information based on public inquiries. Ensures that program information regarding Weatherization Programs is properly communicated to subgrantees.

PROGRAM COORDINATOR:

Works under the supervision of the Senior Manager for Weatherization, to ensure the Weatherization Assistance Program operates in accordance with state and federal regulations through monitoring, training, and technical assistance. Coordinate and monitor subgrantees. Ensures that minimal requirements are met and work quality remains consistent by subgrantees throughout the State.

AUDITOR II:

Under supervision of the Senior Manager for Audits, responsible for performing financial monitoring of subgrantees by making on-site field visits to determine financial contract compliance. In addition, duties include providing technical fiscal assistance.

SENIOR MANAGER FOR FISCAL SERVICES:

Under supervision of the Director, assures accountability of funds by managing or supervising the management of all financial transactions in accordance with all federal, state, and local requirements. Manages the office's fiscal grant activities and ensures accuracy of financial records.

FISCAL ANALYST II:

Under supervision of the Senior Manager for Fiscal Services, assists in the review and approval process of all subgrantee budgets. Prepares various comparative reports on expenditures and by funding program(s), provides technical assistance, and performs specialized analysis of program fiscal data.

BUSINESS MANAGER:

Under supervision of the Senior Manager for Fiscal Services, performs varied clerical accounting and bookkeeping duties which may include posting, updating, reconciling, routine auditing and preparing summary financial and statistical reporting. Ensures the accuracy of subgrantee financial status reports and assist with the close-out process of all grants.

2. FRINGE BENEFITS –

- a. Are the fringe cost rates approved by a Federal Agency? If so, identify the agency and date of latest rate agreement or audit below, and include a copy of the rate agreement.

The fringe cost rates are not approved by a Federal Agency.

- b. If a above does not apply, indicate the basis for computation of rates, including the types of benefits to be provided, the rate(s) used, and the cost base for each rate. You may provide the information below or provide the calculations as an attachment.

	<u>Admin</u>	<u>T&TA</u>	<u>Total</u>
Total Personnel Budget	\$31,049	\$72,883	\$103,932
Number of Positions (FTE)	1.088	1.374	2.462
Fringe Benefits (to include FICA, Worker's Comp., Unemployment Comp., etc.) est. 19.55%	\$6,373	\$14,961	\$21,334
Insurance (\$2,864/FTE)	\$3,116	\$3,935	\$7,051
Total Fringe Benefits	\$9,489	\$18,896	\$28,385

3. TRAVEL - Identify total Foreign and Domestic Travel as separate items.

- a. Indicate the purpose(s) of proposed travel.

Foreign: n/a

Domestic:

- **Monitoring**
One monitoring visit to each of the nine (9) subgrantees from main office in Columbia to areas within the state for purpose of conducting programmatic monitoring during the program year.
- **NASCSP Regional (Southeast) Training**
Monitoring training for weatherization for State office weatherization personnel.
- **NEAT/MHEA Training**
Site-built and mobile home energy audit training conducted by Mr. Mark Ternes, Oak Ridge National Laboratory.

▪ **Southeast Weatherization Conference**

Conference will offer technical assistance and training that will help participants to continue providing excellent service to their Weatherization clients.

- b. Specify the basis for computation of travel expenses (e.g., current airline ticket quotes, past trips of a similar nature, federal government or organization travel policy, etc.).

All travel expenses are reimbursed on the basis of the State of South Carolina's travel regulations and allowable amounts for reimbursement. Current budgeted amounts are based on previous costs.

4. EQUIPMENT –

- a. Provide the basis for the equipment cost estimates (e.g., vendor quotes, prior purchases of similar or like items, etc.).

Qty	Type of Equipment	Estimated Cost
(1)	Laser Measurer	\$100.00
(1)	Laser Thermometer	\$100.00
(1)	Blower Door Cruise Control	\$50.00
(1)	Lighted Inspection Mirror w/telescopic handle	\$30.00
(1)	Stitch Stapler	\$60.00
(1)	13ft. Ladder (foldable)	\$100.00
(25)	Coveralls w/hood & boots	<u>\$150.00</u>
	TOTAL	\$590.00

Estimate equipment cost are based on vendor quotes and prior purchased like items.

- b. Briefly justify the need for items of equipment to be purchased.
- Equipment will be used by monitors to evaluate dwellings that have been weatherized by subgrantees. Also, equipment will be used for training and instructional purposes.

Laser Measurer

Device that measures distances up to 100 feet using laser light and calculates multiple inspector to measurements that would be taken at a dwelling.

Laser Thermometer

Device that measures surface temperatures from -58° to 1000°F without contact. Specifically, the device would be used to measure water, wall, and floor temperatures.

Blower Door Cruise Control

Device that is used in conjunction with the Minneapolis Blower Door that simplifies the diagnostic process by maintaining a consistent house pressure relative to the outside by automatically adjusting the fan speed.

Lighted Inspection Mirror

Mirror used to inspect chimneys and heater units.

Stitch Stapler

This is an outward clinch stapler that is solely used to secure floor insulation in mobile homes.

13ft. Ladder

Aluminum multi-purpose ladder that is portable to fit in vehicle and long enough to reach most attics.

Coveralls w/hood & boots

Disposable coverall that fits over clothing, shoes, and head when inspecting/working in crawl spaces.

5. MATERIALS AND SUPPLIES

- a. Provide the basis for the materials and supplies cost estimates (e.g., vendor quotes, prior purchases of similar or like items, etc.).
 - Prior purchases of similar or like items.
- b. Briefly justify the need for items of material to be purchased.
 - These funds will be used to purchase office supplies for administration of the grant.

6. CONTRACTS AND SUBGRANTS

- The Grantee portion of this budget category represents the WAP's allocated share of OEO's lease agreement for office space rental and vehicle leasing for monitoring and training. Subgrantee contracts are based on subgrantee allocations determined by Federal Poverty Income Levels.

7. OTHER DIRECT COSTS - Include all direct costs not included in above categories.

- a. Provide the basis for the cost estimates (e.g., vendor quotes, prior purchases of similar or like items, etc.).
 - Prior purchases of similar or like items.
- b. Briefly justify the need for items to be purchased.
 - Vehicle insurance, advertising for the public hearing, and other program announcements are necessary for administration of the grant as well as calibration of blower door.

8. INDIRECT COSTS -

- a. Are the indirect cost rates approved by a Federal Agency? If so, identify the agency and date of latest rate agreement or audit below, and include a copy of the rate agreement.

Indirect cost rates are approved by US Health and Human Services (HHS).

- b. If a above does not apply, indicate the basis for computation of rates, including the types of benefits to be provided, the rate(s) used, and the cost base for each rate. You may provide the information below or provide the calculations as an attachment.

Next page - copy of the rate agreement – 7.7%

STATE AND LOCAL RATE AGREEMENT

EIN #: 57-63000286

DATE: March 31, 2006

DEPARTMENT/AGENCY:
 South Carolina - Office of the Governor
 1201 Main St., Suite 950
 Columbia SC 29201-

FILING REF.: The preceding
 Agreement was dated
 June 29, 2004

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: INDIRECT COST RATES*

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

TYPE	EFFECTIVE PERIOD		RATE(%)	LOCATIONS	APPLICABLE TO
	FROM	TO			
PRED.	07/01/06	06/30/08	7.7	All	All Programs
PROV.	07/01/08	UNTIL AMENDED	Use same rates and conditions as those cited for fiscal year ending June 30, 2008.		

*BASE:

Direct salaries and wages including all fringe benefits.

WEATHERIZATION BUDGET - CFDA # 81.042 GRANT #DE-FA26-008000008
FUNDS AVAILABLE FOR OEO and SUBGRANTEES
WAP PROGRAM YEAR 2008 - STATE PLAN

	Administration	* Additional 3.75% Administration	3% Health & Safety	2008 Program Operations	T&TA	Total
OEO(3%)	\$53,021	\$0	\$0	\$0	\$127,184	\$180,205
SUBGRANTEES(7%)	\$123,717	\$66,206	\$53,022	\$1,299,234	\$45,000	\$1,587,179
TOTAL	\$176,738	\$66,206	\$53,022	\$1,299,234	\$172,184	\$1,767,384

WEATHERIZATION BUDGET ALLOCATIONS (2000 Census)

FY 2008 PROJECTED ALLOCATION - DOE CFDA # 81.042, GRANT AWARD #DE-FG26-008000008

April 1, 2008 Through March 31, 2009

AGENCY/COUNTY	T&TA	DOE Admin. (Including Addtl. 5%- ExceptA/B)	DOE Health and Safety	DOE Program Operations	TOTAL	TOTAL (including T&TA, Admin., Health & Safety)	TOTAL DOE Dwellings @ \$2,966 Average
<u>Aiken/Barnwell</u>							
Aiken		\$4,393	\$1,883	\$48,487	\$54,763		16
Allendale		\$783	\$336	\$8,643	\$9,762		3
Bamberg		\$995	\$426	\$10,978	\$12,399		4
Barnwell		\$1,091	\$468	\$12,043	\$13,602		4
Calhoun		\$551	\$236	\$6,076	\$6,863		2
Hampton		\$965	\$414	\$10,650	\$12,029		4
Lexington		\$4,365	\$1,871	\$48,173	\$54,409		16
Richland		\$9,119	\$3,908	\$100,642	\$113,669		34
Greenville		\$8,768	\$3,758	\$96,769	\$109,295		32
TOTAL	\$5,000	\$31,030	\$13,300	\$342,461	\$386,791	\$391,791	115
<u>Berkeley-Dorchester</u>							
Berkeley		\$6,218	\$1,555	\$37,444	\$45,217		12
Colleton		\$3,103	\$776	\$18,684	\$22,563		6
Dorchester		\$3,525	\$881	\$21,225	\$25,631		7
TOTAL	\$5,000	\$12,846	\$3,212	\$77,353	\$93,411	\$98,411	25
<u>Carolina</u>							
Chester		\$1,996	\$499	\$12,017	\$14,512		4
Fairfield		\$1,750	\$437	\$10,536	\$12,723		4
Lancaster		\$2,942	\$735	\$17,713	\$21,390		6
Union		\$1,637	\$409	\$9,859	\$11,905		3
York		\$6,225	\$1,556	\$37,482	\$45,263		13
TOTAL	\$5,000	\$14,550	\$3,636	\$87,607	\$105,793	\$110,793	30
<u>Charleston</u>							
Beaufort		\$4,721	\$1,180	\$28,428	\$34,329		10
Charleston		\$19,096	\$4,770	\$114,987	\$138,853		39
Jasper		\$1,546	\$387	\$9,310	\$11,243		3
TOTAL	\$5,000	\$25,363	\$6,337	\$152,725	\$184,425	\$189,425	52
<u>Chesterfield-Marlboro</u>							
Chesterfield		\$3,315	\$829	\$19,961	\$24,105		7
Darlington		\$5,198	\$1,300	\$31,301	\$37,799		11
Dillon		\$2,829	\$707	\$17,036	\$20,572		6
Marlboro		\$2,278	\$569	\$13,716	\$16,563		5
TOTAL	\$5,000	\$13,620	\$3,405	\$82,014	\$99,039	\$104,039	29
<u>GLEAMNS</u>							
Abbeville		\$1,349	\$337	\$8,122	\$9,808		3
Anderson		\$7,603	\$1,901	\$45,778	\$55,282		15
Edgefield		\$1,320	\$330	\$7,943	\$9,593		3
Greenwood		\$3,514	\$879	\$21,161	\$25,554		7
Laurens		\$3,735	\$934	\$22,489	\$27,158		8
McCormick		\$592	\$148	\$3,563	\$4,303		1
Newberry		\$2,316	\$579	\$13,946	\$16,841		5
Oconee		\$2,738	\$685	\$16,487	\$19,910		6
Pickens		\$5,499	\$1,375	\$33,114	\$39,988		11
Saluda		\$1,143	\$286	\$6,883	\$8,312		2
TOTAL	\$5,000	\$29,809	\$7,454	\$179,486	\$216,749	\$221,749	61

AGENCY/COUNTY	T&TA	DOE Admin. (Including Addtl. 5%- Except A/B)	DOE Health and Safety	DOE Program Operations	TOTAL	TOTAL (including T&TA, Admin., Health & Safety)	TOTAL DOE Dwellings @ \$2,966 Average
<u>Piedmont</u>							
Cherokee		\$2,779	\$695	\$16,730	\$20,204		6
Spartanburg		\$11,767	\$2,942	\$70,852	\$85,561		24
TOTAL	\$5,000	\$14,546	\$3,637	\$87,582	\$105,765	\$110,765	30
<u>Waccamaw</u>							
Georgetown		\$3,655	\$914	\$22,004	\$26,573		7
Horry		\$9,039	\$2,260	\$54,442	\$65,741		18
Williamsburg		\$3,985	\$996	\$23,996	\$28,977		8
TOTAL	\$5,000	\$16,679	\$4,170	\$100,442	\$121,291	\$126,291	33
<u>Wateree</u>							
Clarendon		\$2,774	\$694	\$16,704	\$20,172		6
Florence		\$7,764	\$1,942	\$46,763	\$56,469		15
Kershaw		\$2,581	\$645	\$15,542	\$18,768		5
Lee		\$1,553	\$388	\$9,348	\$11,289		3
Marion		\$3,143	\$786	\$18,926	\$22,855		6
Orangeburg		\$7,296	\$1,824	\$43,931	\$53,051		15
Sumter		\$6,369	\$1,592	\$38,350	\$46,311		13
TOTAL	\$5,000	\$31,480	\$7,871	\$189,564	\$228,915	\$233,915	63
GRAND TOTAL	\$45,000	\$189,923	\$53,022	\$1,299,234	\$1,542,179	\$1,587,179	438
* Aiken/Barnwell was ineligible for the additional 5% Administration Funds because the agency's DOE Allocation exceeded the \$350,000 Limit. The 5% was transferred to Program Operations.							

(4) SUBGRANTEES

SUBGRANTEE INFORMATION

State: SC **Program Year:** 2008

Name: Aiken/Barnwell Counties CAC, Inc.

Phone: (803) 648-6836

Address 1: PO Box 2066

Contact: Nick Adams, Wx Coordinator

Address 2: 291 Beaufort Street

Fax: (803) 649-1588

City: Aiken

State: SC

Zip Code: 29802-2066

Email: nadams@abcac.org

DOE Allocation:

\$391,791

Planned units:

115

Type of organization:

CAA

Labor Source:

Subcontractors

Counties served:

Aiken Greenville

Allendale Hampton

Bamberg Lexington

Barnwell Richland

Calhoun

Congressional Districts:

2

3

4

6

Name: Berkeley-Dorchester Co. Econ. Dev.

Phone: (843) 851-4555

Address 1: PO Box 609

Contact: Kevin Greene

Address 2: 295 North Hwy 52

Fax: (843) 719-4381

City: Moncks Corner

State: SC

Zip Code: 29461

Email: kevingreene@bdcedc.org

DOE Allocation:

\$98,411

Planned units:

25

Type of organization:

CAA

Labor Source:

Subcontractors

Counties served:

Berkeley

Colleton

Dorchester

Congressional Districts:

6

Name: Carolina Community Actions, Inc.

Phone: (803) 324-9767

Address 1: PO Box 933

Contact: Kevin McCrowey, Wx Coordinator

Address 2: 138 S. Oakland Avenue

Fax: (803) 366-5719

City: Rock Hill

State: SC

Zip Code: 29731-6933

Email: weatherization@hotmail.com

DOE Allocation:

\$110,793

Planned units:

30

Type of organization:

CAA

Labor Source:

Subcontractors

Counties served:

Chester Union

Fairfield York

Lancaster

Congressional Districts:

4

5

Name: Charleston County Human Services		Phone: (843) 724-6760	
Address 1: 1069 King Street		Contact: Kenny McClellan, Wx Coordinator	
Address 2: PO Box 20968		Fax: (843) 724-6787	
City: Charleston		State: SC	Zip Code: 29413
Email: kmcclellan@cchscom.com			

DOE Allocation: Planned units: Type of organization: Labor Source:	\$189,425	Counties served:		Congressional Districts:
	52	Beaufort		1
	CAA	Charleston		2
	Agency Crews	Jasper		
	Subcontractors			

Name: Chesterfield-Marlboro EOC		Phone: (843) 320-9760	
Address 1: 318-322 Front Street		Contact: John McCray, Wx Coordinator	
Address 2: PO Box 877		Fax: (843) 320-9770	
City: Cheraw		State: SC	Zip Code: 29520
Email: jmccray@cmeoc.org			

DOE Allocation: Planned units: Type of organization: Labor Source:	\$104,039	Counties served:		Congressional Districts:
	29	Chesterfield		5
	CAA	Darlington		
	Subcontractors	Dillon		
		Marlboro		

Name: GLEAMNS HRC, Inc.		Phone: (864) 223-8434	
Address 1: 237 Hospital Street		Contact: Ken McClendon, Wx Coordinator	
Address 2: PO Box 1326		Fax: (864) 223-9456	
City: Greenwood		State: SC	Zip Code: 29648
Email: pkimble@gleamnshrc.org			

DOE Allocation: Planned units: Type of organization:	\$221,749	Counties served:		Congressional Districts:
	61	Abbeville	McCormick	3
	CAA	Anderson	Newberry	5
		Edgefield	Oconee	
		Greenwood	Pickens	
		Laurens	Saluda	

Name:	Piedmont Community Actions, Inc.		Phone:	(864) 327-1125 or (864) 327-1126	
Address 1:	300A South Daniel Morgan Avenue		Contact:	Aaron Tate, Wx Coordinator	
Address 2:	PO Box 5374		Fax:	(864) 515-9397	
City:	Spartanburg	State:	SC	Zip Code:	29340
Email:	mthompson@pcasp.org				

DOE Allocation:	\$110,765	Counties served:	Cherokee	Congressional Districts:	4
Planned units:	30		Spartanburg		5
Type of organization:	CAA				
Labor Source:	Subcontractors				

Name:	Waccamaw EOC, Inc.		Phone:	(843) 234-4140	
Address 1:	1261 Hwy. 501 East, Suite B		Contact:	Leamon Bellamy, Wx Coordinator	
Address 2:	PO Box 1467		Fax:	(843) 234-4141	
City:	Conway	State:	SC	Zip Code:	29528
Email:	leamon.bellamy@weoc.org				

DOE Allocation:	\$126,291	Counties served:	Georgetown	Congressional Districts:	1
Planned units:	33		Horry		6
Type of organization:	CAA		Williamsburg		
Labor Source:	Subcontractors				

Name:	Wateree Community Actions, Inc.		Phone:	(803) 773-9716	
Address 1:	PO Box 1838		Contact:	Howard Parnell,, Wx Coordinator	
Address 2:			Fax:	(803) 775-9708	
City:	Sumter	State:	SC	Zip Code:	29151-1838
Email:	watereecaa@sc.rr.com				

DOE Allocation:	\$233,915	Counties served:	Clarendon	Lee	Congressional Districts:	5
Planned units:	63		Florence	Marion		6
Type of organization:	CAA		Kershaw	Orangeburg		
Labor Source:	Subcontractors			Sumter		

(5) PRODUCTION SCHEDULE

(5) PRODUCTION SCHEDULE

Number of Units (Excluding reweatherized)	438
Rewetherized Units	0

Vehicles and Equipment \$5,000 or more Average Cost per Dwelling Unit (DOE Rules)

A.	Total of Vehicles and Equipment Budget.....	
B.	Total Units to be Weatherized, from Production Schedule above.....	438
C.	Units to be Rewetherized, from Production Schedule above.....	0
D.	Total Units to be Weatherized, plus Planned Rewetherized Units from Production Schedule above (B and C).....	438
E.	Average Vehicles and Equipment Cost per Dwelling Unit (A divided by D).....	0

Average Cost per Dwelling Unit (DOE Rules)

F.	Total of Funds for Program Operations.....	\$1,299,234
G.	Total Units to be Weatherized, plus Planned Rewetherized Units from Production Schedule above (total from D above).....	438
H.	Average Cost per Dwelling Unit, less Vehicles and Equipment (F divided by G).....	\$2,966
I.	Average Cost per Dwelling Unit for Vehicles and Equipment (total from E).....	0
J.	Total Average Cost per Dwelling Unit (H plus I).....	\$2,966

(6) ENERGY SAVINGS

Method used to calculate energy savings: WAP algorithm: ☒ Other (describe below): ☐

Estimated energy savings (Mbtus): 13,902 (438 x 31.74 MBTU)

Other Energy Savings Method Description: n/a

(7) POLICY ADVISORY COUNCIL

Policy Advisory Council Membership List

Name	Company
Vacant	Berkeley Electric Cooperatives
Ms. Mindy I. Taylor	Progress Energy
Mr. John Frick	Electric Cooperatives of South Carolina
Ms. Mignon L. Clyburn	Public Service Commission
Mr. Homer Mitchell	South Carolina Electric and Gas (SCE&G)
Mrs. Janet Lockhart	South Carolina Energy Office
Mr. Larry D. Floyd	US Dept. of Agriculture and Rural Development
Mr. Ed Bodie	Santee Cooper Power
Mr. George Acker	Duke Power Company
Vacant	Propane Gas Association
Reverend Donnie Chambers	Red Hill Baptist Church
Mr. Arnold Collins	Charleston County Human Services
Mr. Carmen Sanpiago	Acercamiento Hispano
Mrs. Denise Williams	Catawba Indian Nation
Mr. Jim Harris	Piedmont Natural Gas
Mr. Michael A. Gray	United Way of the Midlands

(8) HEARINGS AND TRANSCRIPTS

PUBLIC HEARING

A Public Hearing will be held in Columbia on Friday, January 25, 2008, at 2:30 p.m. room 364, Edgar A Brown Building, 1205 Pendleton Street, Columbia, SC 29201

As the State administering agency, the Governor's Office of Economic Opportunity will receive comments on the proposed State Plan for the PY 2008 Weatherization Assistance Program for Low-Income Households. The grants funded under the Plan will be for the period April 1, 2008 through March 31, 2009. The Federal Program is administered by the United States Department of Energy. Governing regulations are Title 10, Code of Federal Regulations, part 440 Weatherization Assistance for Low-Income Persons.

The proposed State Plan will be available at the office of each community action agency throughout the State and the Office of the Governor, Office of Economic Opportunity, 1205 Pendleton St., Columbia, SC 29201, on January 10, 2008. It will also be available on the OEO website at www.oepp.sc.gov/o eo/. Anyone wanting to submit comments on this plan may do so in writing prior to Friday, January 25, 2008. Comments may be mailed to Mr. Paul Younginer, Senior Manager for Weatherization, 1205 Pendleton St., Columbia, SC 29201, e-mailed to pyounginer@oepp.sc.gov, or faxed to (803)734-0356.

Public Hearing Transcript

Not available until after the Public Hearing.

(9) ASSURANCES and CERTIFICATIONS

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying," and 34 CFR Part 85, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Energy determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

☐ No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. Standard Form-LLL not required

☐ Funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement. If checked, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

(1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period receding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft,

forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

- (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

3. DRUG-FREE WORKPLACE

This certification is required by the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D) and is implemented through additions to the Debarment and Suspension regulations, published in the Federal Register on January 31, 1989, and May 25, 1990.

ALTERNATE I (GRANTEES OTHER THAN INDIVIDUALS)

(1) The grantee certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an ongoing drug-free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
 - (1) Abide by the terms of the statement; and

- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the work-place not later than five calendar days after such conviction.
- (e) Notifying the agency, in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to energy grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).
 - (2) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance:
(Street address, city, county, state, zip code)

1205 Pendleton Street

Columbia, Richland County

South Carolina 29201

☐ Check if there are workplaces
on file that are not identified here.

4. LOBBYING DISCLOSURE ACT OF 1995, SIMPSON-CRAIG AMENDMENT

Applicant organizations which are described in section 501(c)(4) of the Internal Revenue Code of 1986 and engage in lobbying activities after December 31, 1995, shall not be eligible for the receipt of Federal funds constituting an award, grant, or loan. Section 501(c)(4) of the Internal Revenue Code of 1986 covers:

Civic leagues or organizations not organized for profit but operated exclusively for the promotion of social welfare, or local associations of employees, the membership of which is limited to the employees of a designated person or persons in a particular municipality, and the net earnings of which are devoted exclusively to charitable, educational, or recreational purposes.

As set forth in the Lobbying Disclosure Act of 1995 (Public Law 104-65, December 19, 1995), as amended ["Simpson-Craig Amendment," see Section 129 of The Balanced Budget Downpayment Act, I (Public Law 104-99, January 26, 1996)], lobbying activities is defined broadly. (See section 3 of the Act.)

The undersigned certifies, to the best of his or her knowledge and belief, that: it **IS NOT** an organization described in section 501(c)(4) of the Internal Revenue Code of 1986; OR that it **IS** an organization described in section 501(c)(4) of the Internal Revenue Code of 1986, which, after December 31, 1995, **HAS NOT** engaged in any lobbying activities as defined in the Lobbying Disclosure Act of 1995, as amended.

ALTERNATE II (GRANTEES WHO ARE INDIVIDUALS)

- (1) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substances in conducting any activity with the grant.
- (2) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

NAME OF APPLICANT SC Governor's Office – Office of Economic Opportunity	PR/AWARD NUMBER AND/OR PROJECT NAME DUNS# 786543020
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE Ashlie Lancaster, OEO Director	
SIGNATURE	DATE

FA-CERTS (10/01)